



Dutch John Planning & Zoning Regular Meeting

Minutes

Wednesday, May 20, 2026 at 7:00 pm

Notice of Public Meeting & Agenda

Electronic participation will be available. See <https://dutchjohn.gov/pages/calendar> for more details.

1. Call to Order / Pledge of Allegiance

Minutes:

- Call to order at 7:01 pm
- Pledge Of Allegiance done prior

2. Attendance

Minutes:

- PNZ & Town Staff: Butch Johns, Alan Parker, Sandy Kunkel, Rachel Albritton, Dave McDonald, Jamie Barrus (online)
- Public: Peter Guinn (online)

3. Establishment of Voting Members

Minutes:

- Quorum confirmed

4. Consent Agenda

Minutes:

- Rachel Moved To Accept Consent Agenda, Dave Seconded the Motion

Vote results:

Ayes: 3 / Nays: 0 / Abstains: 0

a. Minutes of Meeting

Minutes:

- 05/06 Regular Meeting Minutes - Adopted no changes

b. Correspondence

c. Building Permits

Minutes:

- Rachel noted she has gone through existing permits and brought up conditional use permits/ short term rentals may be expired. Dave brought up conditional use permit should be perpetual, not annual. Alan mentioned that it would not be legal to have a C.U.P required to be annually renewed. Alan said he would forward the State Code. Alan discussed Short Term Rental vs a C.U.P. Jamie mentioned The Ordinance states the C.U.P. does not transfer with the land sale, and the fee is annual. Alan and Dave, both brought up concern around if that was in line with the State Code, and that a C.U.P. functions like a business, and the C.U.P. should be perpetual to protect the value of the business should it ever be sold. Dave expressed that the C.U.P. should be a property right that transfers with the land. Jamie looked up a quick search and found that a C.U.P. may be authorized to be transferred with the land. Rachel reaffirmed that The Ordinance has a list of conditions that need to be met in order for a C.U.P. to be granted, and then an annual fee needs to be paid. The permit holder must maintain the list of conditions and if they do not and there is not an active business after a year the C.U.P. would be revoked. Rachel moved discussion back to Consent Agenda and stated we would revisit discussion.

5. Public Comment**Minutes:**

- Butch: Town Council did receive the letter regarding 191 issue and that it will be on the Agenda sometime.
- Peter Guinn: Stated he had no comment

6. Committee / Staff Reports**a. Mayors Report****Minutes:**

- Butch: None other than the letter received regarding the Hwy 191 issue.

b. Land Use Administrator**Minutes:**

-Alan: Inquired if Matt asked for final on his property, Butch confirmed that no the final request came from the water plant. Butch asked Alan about the remodeling of the Town Building and if they had to apply for building permit. Alan confirmed they would apply for a building permit once they had procured all of their side contracts.

7. New Business**a. Discuss Town Council Public Hearing regarding Planning and Zoning Ordinance Changes:****Minutes:**

-Rachel mentioned Chapter 10 changes needed to be made. Butch stated the actual changes would happen at the Town Council work session as that is still

in their hands. Rachel stated it would still be a good discussion to have within the PNZ meeting and then the discussion could be continued through Town Council. Rachel inquired why Short Term Rentals would be under CUPs. Alan stated he thought that it shouldn't be. Alan spoke about State Attorney's trying to phase out CUPs and has encouraged municipalities to starting to crack down on this, because of capricious activity prone to happen. He also stated, that often times it gives the impression it's not an administrative approval, but that it's a legislative approval which can get administrators in trouble if the Ordinances are too broad in allowing CUPs. Which is the issue with Box Elder County and the Data Center controversy.

Alan gave CUP Definition: a conditional use means a land use that because of unique characteristics or potential detrimental impact of the land use may have negative effects that are not fully compatible with the surrounding area unless certain conditions are imposed to mitigate or eliminate those detrimental impacts.

Alan continued reading Utah code 10-9a-507. Conditional uses.

Discussion continued: Alan mentioned that we can write reasonable conditions for each CUP permitted, but we need to be very clear on what the municipality would actually allow as a CUP under the land use.

Rachel inquired where would short term rental Ordinances live, if it isn't under a CUP. Alan discussed the heavy lift of moving the Ordinance, but that there are other approaches. He emphasized it does need to be addressed and that we may be able to set the standard. Rachel continued that as far as Town Council correction go, The Ordinance change around the CUP renewal needs to be struck out.

Additional discussion continued around how to regulate short term rentals, and that it would be possible to regulate based on how many per block, or how many business licenses are allowed for short term rentals.

Rachel inferred once we get through finalizing the Ordinance changes - the discussion around short term rental and CUPs should be readdressed.

8. Old Business

9. Closed Session, if necessary* Pursuant to 52-4-204

10. Adjournment

Minutes:

- Rachel Moved to Adjourn, Dave Seconded the Motion: 7:36 PM Adjourned